



DEPARTMENT OF THE NAVY
NAVAL BASE POINT LOMA
140 SYLVESTER ROAD
SAN DIEGO, CALIFORNIA 92106-3521

IN REPLY REFER TO:
NBPLINST 11103.4A
N9
13 Mar 15

NAVAL BASE POINT LOMA INSTRUCTION 11103.4A

From: Commanding Officer, Naval Base Point Loma

Subj: GEOGRAPHICAL BACHELOR ASSIGNMENT POLICY AND REGULATIONS

Ref: (a) CNICINST 11103.5 (Series)
(b) CNIC Housing Guide, April 2009

Encl: (1) Geographical Bachelor Request Letter
(2) Command Endorsement Letter

1. Purpose. To provide policy and guidance governing the housing of Geographic Bachelors (GBs) in Unaccompanied Housing (UH) on board Naval Base Point Loma (NBPL). This instruction represents a complete revision and should be reviewed in its entirety.
2. Cancellation. NBPLINST 11103.4.
3. Background. GBs are personnel of any pay grade or rank who meets the criteria contained within this instruction and reference (a), and request CUH billeting. U.S. Law and Department of Defense (DoD) policy prevent members from receiving a dual housing allowance whether in the form of monetary reimbursement/supplement or assignment to government quarters. Understanding the dynamics of military family life, Commander, Navy Installations Command (CNIC) has provided an option to Housing Authorities (HA) to provide, on a space available basis, a place for the GBs to live without causing undue hardship to the service member in accordance with references (a) and (b).
4. Guidance. Within Continental United States (CONUS) a member serving on a voluntary unaccompanied tour, where movement of dependents is authorized, but by choice the member reports in an unaccompanied status, is not entitled to housing assignment and will not normally be housed as a GB. It is highly encouraged that all personnel transferring under Permanent Change of Station (PCS) orders make every effort to make their own housing arrangements. Service member cannot apply for GB accommodations until they execute their PCS move and reported for duty to their ultimate duty station.

13 Mar 15

a. Member with Dependents. A member reporting PCS, to include under the 'Duty Under Instruction' (DUINS) who has dependents, but is not accompanied by the dependents and is receiving Basic Allowance for Housing (BAH) with dependents rate, is not entitled to assignment to housing unless the PCS orders state that the member is serving on an unaccompanied or dependent restricted tour.

b. Personnel assigned to NBPL's Housing Activity List (HAL) will receive GB priority assignment. Personnel on other San Diego area bases' HALs will not normally be housed onboard NBPL. At no point should personnel execute PCS orders with the expectation of being provided GB accommodations.

c. All GB accommodations will be provided on a hardship basis. BAH-Single should not be authorized for permanent party personnel (entitled to an UH room) solely in order to house GBs.

d. Personnel will only be considered for GB accommodations if they reside 125 miles outside the current duty station and meet the required guidelines set forth in this instruction. Additionally, all GBs are expected to occupy the room provided, on average of at least 5 days a week.

e. GBs may be berthed at less than minimum standards of adequacy for their pay grade, but not less than 72 square feet. GBs should be housed with others of like ranks. E7 and above GB personnel will be housed in separate facilities as availability permits.

f. Deployed GBs (including personnel on Individual Augmentee (IA) assignment) shall vacate their room and check out of the UH for all deployment periods greater than 90 days.

g. All GB will reside in designated buildings on NBPL (Main Base and/or NMAWC). If there are no vacancies in a respective building, GBs will be placed on a waiting list. When rooms become available, GBs will be offered the next available room. If a GB declines the assigned room, the requesting GB will be removed from the waiting list.

h. All E6 through E9 who meet the GB criteria will be required to perform roving watch duties and are highly encouraged to apply for the Resident Advisor program.

5. Criteria for Assignment of GB Quarters. All potential GBs should meet one or more of the below listed criteria: (Note: list is not all inclusive).

a. In Exceptional Family Member (EFM) Categories 4, 5 and 6 (family member must be listed on applicant's Page 2 and reside at applicant's permanent residence).

b. In support for immediate medical care of a family member (must be listed in member's Page 2).

c. Has approved Fleet Reserve transfer to be effective within 1 year.

d. Request on a temporary basis due to PCS move outside of geographical area when during PCS transit, orders had to be modified to another duty station.

e. The analysis of a means test comparing the variance in housing expense to BAH results in a percentage discretionary income available for local housing.

6. All GB packages shall include:

a. GB Request letter with justification and supporting documentation (enclosure (1))

b. Command endorsement letter (enclosure (2))

c. NAVPERS 1070/602 (Page 2)

d. Current Leave and Earnings Statement (LES)

e. Copy of PCS orders (PCS)

f. If applicable, letter from doctor verifying medical care of family member (see paragraph 5.b above)

7. GB requests will be subject to approval as follows:

a. First Approval: May be approved by the NBPL Executive Officer (XO) for a maximum of 6 months.

b. Extensions: Request for an extension must be submitted no later than 60 days prior to expiration of an approved period and may be approved for a period of six months or less. A request for an extension for approved periods of less than 6

NBPLINST 11103.4A
13 Mar 15

months must be submitted no later than 30 days prior to the expiration. An extension may be approved by the NBPL XO for up to 6 months.

8. Review. The UH Manager (N93) and Community Support Director (N9) are responsible for annual review and update of this instruction.



H. C. WARNER III

Distribution:

Electronically at

<https://q2.cnrc.navy.mil/TSCNRSW/NAVEBASEPOINTIOMACA/N00/R04C-14/default.aspx>